



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

APR 14 1998

Wm. Clifford Smith, Treasurer
Billy Tauzin Congressional Committee
550 South Van
Houma, LA 70361

Identification Number: C00119040

Reference: Year End Report (7/1/97-12/31/97)

Dear Mr. Smith:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. Examples are, but not limited to "dinner expense", "media", "salary", "polling", "travel", "party fees", "phone banks", "travel expenses", "travel expense reimbursement" and "catering costs". Unacceptable descriptions include "advance", "election day expense", "expenses", "other expenses", "expense reimbursement", "miscellaneous", "outside services", "get-out-the-vote" and "voter registration". (11 CFR §104.3(b)(4)) Please amend Schedule B of your report to correct the descriptions which do not meet the requirements of the Regulations.

-An expenditure to First Bankcard for various expenses have been disclosed. When itemizing payments made to credit card companies you must list the names and addresses of the original vendor from which you purchased an item or a service. You should also show the dates, the amounts, and the purposes of the payment if you have paid in excess of \$200 this current year to the vendor. (11 CFR §104.9)

-Schedule B of your report discloses reimbursements to individuals for transactions other than travel, meals and lodging. Please be advised that when itemizing reimbursements to individuals for goods or services, if the